**Also for our business customers**

**Contactless delivery | Drop off permission**

With the parcel delivery GLS bears a high responsibility for the supply of the society. Currently, the protection against a further spread of the coronavirus is of utmost importance for all parties involved. We therefore recommend to **grant a drop off permission**. **With the drop off permission you enable us to deliver the goods even without confirmation of receipt.** All you have to do is tell us where you want to drop your parcel - for example in the garage or on the terrace. The specified address must match the recipient address.

**It’s so easy:** 1. Please fill in the form completely and sign it
2. Attach the form clearly visible at your front door/bell

 For general drop off permission: give the form to the driver or send it by e-mail

 **Important:** A drop off permission is not possible if the sender has booked one of these services: *AddresseeOnly****Service*** *🞄 Cash****Service*** *🞄 Exchange****Service*** *🞄 HazardousGoods****Service*** *🞄 IdentPIN****Service*** *🞄 Pick&Return****Service*** *🞄 Pick&Ship****Service***

I allow GLS to deliver parcels addressed to me without confirmation of receipt.

**By parking at the specified location I assume liability for these packages.**

I accept the data protection declaration of GLS Austria (available at [gls-group.eu/AT/en/data-protection](https://gls-group.eu/AT/de/data-protection)) and declare that I agree to this.

**Dauer**

* **General drop off permission for all parcels\*** addressed to me until further notice
**TIP:** Please send the completed and signed (or digitally signed) form to the e-mail
paketinfo@gls-austria.com
* **one-time drop off permission\*** for the following parcel(s). Please fill in completely, sign and leave it clearly visible to the delivery person.

Parcel number(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
**TIP:** You can choose one of the following options in addition to the desired drop off location

 **🡪** The selected option **is valid one time** for the specifiedparcel number(s)! **🡨**

 **🡫 2x**

 **🡫**

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Drop off at

the desired location and ring 2x

First ring

and speak

in intercom system



Miscellaneous (please describe here)

Name and surname of recipient (BLOCK LETTERS)

Company name

Street, number

Zip code, location

**🡪**

**Desired drop off location – please describe exactly in German language! (the drop off location must be freely accessible)**

Place, date

🗙

Signature of recipient